

March 14, 2007: Congressional Pictorial Directory

Reminder!

March 16, 2007

is the deadline for reviewing your information and photo for the

Congressional
Pictorial Directory of the 110th Congress

March 14, 2007

Dear
Colleague:

The
Joint Committee on Printing (JCP) is currently compiling the Congressional
Pictorial Directory for the 110th Congress. Published
biennially, the Pictorial Directory includes a color photograph of each
Member of Congress and information regarding the state and district
represented, place of residence, party affiliation and length of service.

In
order to expedite the delivery of this document, the Government Printing Office
(GPO) has developed a web portal that provides each Member the opportunity to
review and correct the information and photograph of the Member currently on
file and scheduled to appear in the Directory. To take advantage
of this service, you may register on-line at <http://dms1.gpo.gov/cpd>. Once
your registration has been received, GPO will notify your office by e-mail of
your assigned password. Upon receipt of your password, you may logon to
the site to review your information and photograph now on file.

With regard to your
photograph, you will have the option to:

- Indicate
that you want GPO to re-use your photograph as published in the Congressional
Pictorial Directory of the 109th Congress; or

- Indicate that you want GPO to use the photograph that appears on your current (110th Congress) Vote/ID Card; or
- Upload a new photograph of your choosing.

If you elect to submit a new photograph, please note the following requirements:

- The photograph may not have been used, nor may it subsequently be used, in your campaign literature;
- The photograph must be recent and in color:
- It may not include any extraneous content, e.g., images of other than yourself, text, etc. (Extraneous content, if included, will be deleted by GPO.); and
- The Image file should be a minimum 4" X 5" image size; be in a .raw, .jpg, or .tif format; be 300 dpi (lpi) or at the highest possible resolution; and contain the naming convention of the last name of the image subject, e.g., "millender-mcdonald.jpg".

Please note that, to insure the security of your selection of your photograph, the on-line selection option is available on a one-time-use basis only. Once the option has been exercised, your selection may not be changed on-line. If after making a selection on-line you should find that a change is necessary, please notify the Office of Congressional Publishing Services, (202) 512-0224.

If you find corrections needed to the information planned for your listing in the Directory, please send the correct information via e-mail to pictorial@gpo.gov.

The deadline for submitting a new photograph, as well as any text corrections, is 6:00 p.m. Friday, March 16, 2007. Please note that if a Member has not selected/submitted a photograph prior to the deadline, GPO will automatically re-use the photograph of a returning Member as published in the Pictorial Directory of the 109th Congress and use the current (110th Congress) Vote/ID Card photograph for Members whose photographs did not appear in the previous edition.

Thank you for your help in assuring the accuracy of the Directory and that it can be delivered as soon as possible. If you have any

questions, please do not hesitate to contact the Committee at 52061 (majority)
or 58281 (minority).

Sincerely yours,

/s

Juanita Millender-McDonald

Chairwoman